

OTTERY ST MARY TOWN COUNCIL

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THIS MEETING IS OPEN TO THE PUBLIC AND PRESS
who are welcome to attend as observers
20 seats only, are available to the public on a first-come, first-served basis

2nd January 2018

To: **The Mayor and Members of Ottery St Mary Town Council**

Dear Councillors

A Meeting of Ottery St Mary Town Council to which you are summoned, will be held at the Council Chamber, The Old Convent, 8 Broad Street, Ottery St Mary on **MONDAY 8th JANUARY 2018 at 7.00pm** to consider the matters detailed on the Agenda below

Yours faithfully

A handwritten signature in black ink, appearing to read 'Christine McIntyre', written in a cursive style.

Christine McIntyre
Town Clerk

Note: This meeting is being audio recorded by the Council and the recording will subsequently be available for public listening on request. Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Mayor has the power to control public recording and/or reporting so it does not disrupt the meeting.

The Council Prayer

A G E N D A

1. To receive apologies for absence
2. To receive Declarations of interest for items on the Agenda and receipt of requests for new Disclosable Pecuniary Interests (DPIs) dispensations for items on the Agenda
3. In consideration of the Public Bodies (Admission to Meetings) Act 1960 (publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted): to agree items to be dealt with after the public and press have been excluded
4. To allow members of the public present to submit questions/comments for consideration *Individual contributions will be limited to 3 minutes*
5. To receive the Minutes of the **Full Council Meeting of 4th December 2017** (Min 17/12/01 – 17/12/33) and to approve the signing of the Minutes by the Mayor as a correct record
6. To receive the Minutes of the **Planning Committee Meeting of 18th December 2017** (Min P/17/12/01 – P/17/12/07) and to approve the signing of the same by the Mayor as a correct record
7. To receive Reports from EDDC and DCC Councillors
8. Police Report and response from Inspector Weeks

9. Finance Committee Matters:-

- i. Appointment of Chair and Vice-Chair (in the event of the vacancies failing to be filled, approval to be given to delegate responsibility to the Clerk)
- ii. Agreement for dates of next committee meeting and extraordinary meeting (in order to provide precept information to EDDC before 23rd January 2018)

10. Further consideration of cemetery fees and feedback from local undertaker

11. Policies and Compliance Working Group - Consideration of a policy for flying the Union Jack and appropriate provisions in place for deaths of specific members of the Royal Family

12. To consider and approve the recommendations of the Parishes Together Working Group of 15th December 2017 and the noting of the reduction of funding

13. Consideration of notes of meeting dated 13th December relating to the Old Town Hall Project and further consideration of proposed use of building by the Heritage Society and approval of contractor to carry out damp proofing work

14. Consideration of 2016/17 Audit report

15. Consideration of Tenders received re general grounds maintenance and cemetery and approval of successful tenderer

16. S106 monies:- i. consideration of quotes for cabinet signs ii. Request for funding for Tipton St John play area and iii. Request for funding from Coleridge Memorial Trust

17. Miscellaneous Property Matters: i. St Saviours Land – Update on proposed nature reserve ii. Update on porta cabin at the Station iii. Approval of safety surfacing works to be carried out at the Station and approval of contractor(s) to carry out the work and iv. Update on lettings in Council Offices v. Update on allotments transfer

18. Ottery Hospital – Update

19. Further consideration of Term of Mayor Policy - Additional conditions to be considered and approved as integral to the policy

20. Code of Conduct issue as raised by Cllr Pang

21. Update CCTV provision at the Land of Canaan

22. Street Trading provision and application submitted to EDDC

23. OSM Regeneration Project - Update

24. Accountancy Matters – To approve the December 2017 Council schedule of payments as tabled

25. Any matters of urgency brought forward by the Mayor (for information only)

26. Mayor's report

27. Clerk's Report

28. To receive Correspondence for information and any late correspondence

29. To receive Reports by Councillors of Meetings attended as Council Representatives

30. To receive Councillors' Questions

Date of the next meeting: Monday 5th February 2018 at 7pm in the Council Chamber, The Old Convent, 8 Broad Street, Ottery St Mary